



February 8, 2022 **Job Posting**

Grade 17 Technician I		Job Posting – Internal applicants should apply by February 15, 2022	
Direct Report	Highway/Equipment Maintenance Supervisor	Salary	Starting Rate \$28.25 per hour (step 1)
Department	Public Works	FLSA	Non-Exempt
Division	Highway/Equipment Maintenance	Bargaining Unit	AFSCME, Local 1703
Hours/Benefits	40 Hours Weekly/Benefits Eligible	Location	Highway Garage

Summary

Under the supervision of the Highway/Equipment Maintenance Supervisor or their designee, the Technician I performs skilled and administrative work in maintaining the vehicles and mechanical equipment of the Town.

Essential Functions

1. Evaluates and performs preventive maintenance on all vehicles and mechanical equipment, either personally or through outside vendors.
2. Operates a variety of diagnostic instruments and hand tools, electric and air driven.
3. Strong understanding of diesel systems and diagnostic equipment.
4. Tests, services and repairs vehicles and mechanical equipment.
5. Inspects, adjusts, and replaces necessary units and related parts in the performance of repair and maintenance work.
6. Repairs brake, engine, electrical, fuel, hydraulic, transmission, ignition, air, exhaust, axle assemblies and related systems.
7. Cuts and welds metal and performs body repair and touch up related work.
8. Changes and repairs tires and tubes.
9. Purchases equipment, parts, and supplies used for vehicle and mechanical system maintenance.
10. Provides emergency field assistance to disabled equipment as needed.
11. Inputs detailed work orders into Dossier Vehicle Maintenance Software system.
12. Maintains detailed records of specialized maintenance on all equipment.
13. Available for snow/ice operations.

Performs other position-related duties as assigned.

Work Hours

This is a full-time position with typical 40 hours per week. 7:00 AM to 3:00 PM Monday through Friday

Minimum Qualifications

1. Graduation from high school diploma or GED equivalent plus some specialized training in mechanics, maintenance management or a closely related field;
2. Seven (7) years of related experience or;



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3. Any equivalent combination of education and progressively responsible experience, with additional work experience substituting for the required education on a year for year basis.

Special Requirements

1. Must possess and maintain a valid Massachusetts Commercial Driver's License (CDL) Class A with Air Brake and Tanker endorsements and;
2. Massachusetts 2A Hydraulic License to operate a backhoe and front-end loader; 1C to operate forklifts
3. Welding certificate.

Applicant should be able to meet the requirements of the position as outlined in the attached position description for **Technician I**. Applicant should state education, training and experience which they feel has provided them with the required knowledge, skills and abilities to perform the duties of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Applications will be accepted in the Human Resources Office, 16 Lowell Street, Reading, MA 01867 and online at www.readingma.gov until filled.

A full job description is available upon request

Sean D. Donahue

Human Resources Director

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